

Overview Precanceled postage is an optional payment method for mailings at bulk or discount-rated First-Class or Standard Mail (A) rates. This payment method requires that a stamp be affixed to each piece.

Fees Mailer must complete Form 3615, *Mailing Permit Application and Customer Profile*, and submit it to the office of mailing. No permit application fee required.

Postage and Payment Methods (P023) Documentation: mailings of nonidentical-weight pieces and mailings that do not have full correct postage affixed to each piece must meet basic documentation standards in P012 unless excepted by standard in P023.1.
Return address: complete domestic return address required. If return address is outside delivery area of post office of mailing, mailer must follow one of the options in P023.1.

Amount of Postage The value of precanceled stamps affixed to each piece in a mailing must be either the exact amount due or another amount permitted by standard. If the exact amount is not affixed to each piece, documentation meeting the basic standards in P012 and those applicable to the rate claimed must be submitted with the mailing unless excepted by P100 or P600. Refunds for overpayment must meet the standards in P014.

Producing Precanceled Stamps Selection produced by USPS for specific users; other stamps may be precanceled by the USPS (P023.1); other stamps may be precanceled by the mailer (P023.3), as described below.

Precancellation by Mailer

Application: complete Form 3615 for authorization to preprint rate markings or use a precancel postmark on adhesive stamps, postcards, and stamped envelopes (P023.3).

Authorization conditions: valid only for specimens accompanying application and approved for use. New Form 3615 required for each additional precanceled postmark format or preprinted marking used.

Format of Postmark and Required Content

- First-Class: day, month, and year of mailing. Standard Mail (A): month and year of mailing.
- Words "Mailer's Postmark" followed by permit number and lines to cancel postage stamps.
- Either the city, state, and 5-digit ZIP Code of the post office where the precancel permit is held and the mailing is deposited; or the words "Mailed From ZIP Code" followed by 5-digit ZIP Code of the office of mailing.

Mailer must use one of the format A designs in on reverse, except that format B may be used by mailers previously authorized. The only permissible alternative or modification to formats is the addition of a required rate marking.

Mail Preparation and Sortation Other markings and endorsements may be required on each piece under standards for the rate claimed or services requested (P023.1).

Deposit Deposit: generally, at post office where permit is held. Mail with precanceled postage must not be deposited in collection boxes (P023.1).

This guide is an overview only. For the specific DMM standards applicable to this category of mail, consult the DMM sections referenced above and the general sections within each DMM module.

Precanceled Stamp

Precanceled Stamp and Return Address

DONNA L HAUGHT
6820 ALPINE ST
ANNANDALE VA 22003-0001



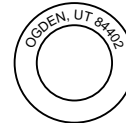
Post Office Precanceled Postmarks

Single Bar Precanceling

GRAYSON SUPPLY CO
864 SUFFORK CIRCLE
OGDEN UT 84402-0001

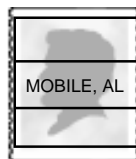


XYZ SALES
PO BOX 1888
PERMITTOWN PA 00001-0001



City and State Precanceling

P KARSTEN CO
123 NORTH ST
MOBILE AL 00001-0001



Rate Precanceling

P GOSLEE
175 CONWAY RD
WASHINGTON DC 20009-4214



Mailer's Precanceled Postmarks

Format A



MAILER'S
POSTMARK
PERMIT
000



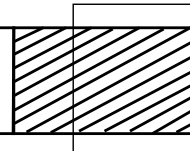
MAILER'S
POSTMARK
PERMIT
000



Format B



MAILER'S
POSTMARK
PERMIT 000



Used only if previously authorized.